



State Council on Developmental Disabilities

1507 21st Street, Suite 210, Sacramento, CA 95814 (916) 322-8481

Website: www.scdd.ca.gov

If you have any questions regarding the grant process please call
Dana Spear at the above number or email her: dana.spear@scdd.ca.gov

This year the California State Council on Developmental Disabilities (SCDD) is changing the Application Process for the Community Program Development Grant (CPDG) program. These changes were approved by the SCDD Board Members on November 17, 2005. The CPDG Cycle 29 will consist of both new and innovative programs, as well as replication of successful previously funded Council grant projects.

The CPDG process for this year is as follows:

Concept Paper Deadline and Instructions

All applicants must submit a two to three page Concept Paper by close of business, **5:00 p.m., Wednesday, January 11 18 (Revised), 2006** to the following address:

State Council on Developmental Disabilities
Attn: Dana Spear (Concept Paper)
1507 21st Street, Suite 210
Sacramento, CA 95814

- The Concept Paper must consist of the **Cover Sheet** and a **one to two page Program Summary**
- **Concept Papers that are longer than three pages and/or are received after the deadline will be returned to the applicant**

Concept Paper Review Process

The Concept Paper will be initially reviewed by SCDD staff and must meet the following criteria:

- a. The Concept Paper must address all the requirements as outlined in the Instructions; (See specific instructions located on each of the Concept Papers);

- b. The applicants for the replication projects/programs must contact the previously funded Grantee. The Concept Paper must address the technical assistance that will be provided by the previously funded grantee.
- d. Each eligible Concept Paper will be reviewed and scored by the SCDD Planning and Program Committee Members; date to be determined. (This date will be posted to the Council's website as soon as the date is available.)
- e. The Planning and Program Committee will decide based on their scoring of the Concept Papers, which applicants will be **invited** to submit full proposals.
- f. SCDD will post the list of all applicants that are invited to submit a full proposal to the Council's website. A letter notifying all applicants of the Planning and Program Committee's decision will be mailed by **February 14, 2006**.

Concept Paper Scoring Process

A maximum of 50 points will be awarded based on the following:

- 1-5 points - Knowledge/experience of applicant
- 1-5 points - Knowledge/experience of applicant working with Individuals with Developmental Disabilities and their families (if applicable)
- 1-5 points - Method used to ensure that individuals from traditionally underserved communities will be served
- 1-5 points - Serves individuals with multiple disabilities
- 1-5 points - Community support and collaboration
- 1-25 points - Summary of program

Proposal Request

- a. The applicants with the highest scored Concept Paper as determined by the Planning and Program Committee Members will be **invited** to submit a Community Program Development Grant proposal.
- b. The proposal and all required documents must be submitted to the SCDD Headquarters office by **5:00 p.m., Friday, March 24, 2006**.

Community Program Development Grant
Concept Paper
Partners in Policymaking

Contract will be awarded for one year and renewed for the second year if all contract requirements are completed; contract award amount will be up to \$250,000.00 per year.

Date:

Contracting Entity:

Title of Program:

Address:

Contact Person:

Email:

Phone Number:

Fax Number:

Type of Organization: Non-Profit Proprietary Higher Education Other

Estimated Amount Requested per year: \$

Months of Program:

Identify the Counties and Area Board(s) your program will serve:

Total number of individuals with developmental disabilities and their families that will be served:

Consumers

Family Members

The Council will award one contract to replicate Minnesota's Partners in Policymaking Model.

It is the applicant's responsibility to research and summarize how they will replicate Minnesota's Partners in Policy Making Model. <http://www.partnersinpolicymaking.com>

The Concept Paper must address the following:

- How the model will be replicated in California, and include if the program will be Statewide or Regional
- Outline the training schedule
- Serve individuals over 21 years of age and parents of young children with developmental disabilities
- Describe the method that will be used to ensure that individuals from traditionally underserved communities will be served
- Graduate 35-45 each year
- Outline all services and supports that will be provided to the participants (e.g. travel, hotels, per diem and childcare)
- State how the program will support graduates (e.g. website, list serve, follow up training)
- Describe how the program will track graduates and their achievements

Provide a one to two page summary of your program.